

ROUTING AND TRANSMITTAL SLIP		Date
		7-31-87
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1. ExA/DDA		
2. ADDA		<del>W.B.</del> AUG 1 1987
3.		
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

The Deputy Chiefs of Missions Seminars are scheduled five times a year. The last one approved by the ADDA was in June 1987.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
OTE Admin	1016 C of C
	P

8041-102

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

\*U.S.G.P.O.: 1983 -421-529/320

TRANSMITTAL SLIP		DATE
TO: DDA		
ROOM NO. 7D24	BUILDING HQS	
REMARKS:  FILE COPY		
FROM: D/OTE		
ROOM NO. 1026	BUILDING C of C	EXTENSION <div></div>

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OTE 87-4014

31 JUL 1987

MEMORANDUM FOR: Executive Director

VIA: Deputy Director for Administration  
Administration Officer, DCI

FROM:   
Director of Training and Education

SUBJECT: Request for Approval to Incur Expenses  
Under  on 6 August 1987

1. Approval is requested to incur expenses allowed under  for a dinner and reception for newly appointed Deputy Chiefs of Mission on 6 August 1987 in the Director's Dining Room.

2. Although the State Department participants in the Deputy Chiefs of Missions Seminar do not meet the provisions set forth under  I believe that the expenditure of funds under  will facilitate the accomplishments of the Director's duties and responsibilities at the Agency's stations abroad.

3. Nineteen newly appointed Deputy Chiefs of Mission and one State Department officer will participate in this seminar. A list of their names is attached.

4. Other U.S. Government employees present including their title and organizational affiliation will be:

Clair E. George/SIS

Deputy Director for Operations

~~CONFIDENTIAL~~

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25X1

SUBJECT: Request for Approval to Incur Expenses

25X1

5. I certify that the attendance of the individuals listed in paragraph 4 has been requested and is considered essential to the conduct of official Government business.

25X1

6. The estimated cost of this function is

25X1

Attachment

CONCUR:

ILLEGIB

*for*

Deputy Director for Administration

1218 AUG 1987

Date

25X1

I certify the availability of funds in the amount indicated in paragraph 5.

Budget and Fiscal Officer, DCI

10 Aug 87  
Date

25X1

APPROVED:

Executive Director

7 AUG 1987

Date

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25X1

SUBJECT: Request for Approval to Incur Expenses Under

25X1

OTE/CSI  3 June 1987)

Distribution:

Orig - Addressee (Return to D/OTE)

- 1 - DDA w/att
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- 1 - DCI/B&F
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- 2 - D/OTE
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- 1 - OTE Reg.

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**Page Denied**

Next 4 Page(s) In Document Denied